SECTION II. NARRATIVE AND BUDGET

A: NEED FOR THE PROJECT (6 total available points)
The purpose of this section is to identify the issue or need that the project will address. Provide documentation that clearly identifies the need for this project. Projects should keep in mind that part of the intent of ARPA funds is to recover from impacts of COVID-19.

Application Question Number	Application Question	2 Points	1 Point	0 Points	Points Awarded	Comments/Reasoning
A.1	Describe the need for this project to prevent homelessness and/or respond to the needs of homeless individuals, including explanation of needs which have arisen or been worsened by the COVID-19 pandemic. Provide documentation to demonstrate this local need (including demographic, socio-demographic, and economic evidence that supports your claims).	The community need is clearly identified and related to the project purpose and outcomes; adequate local data provided to support the need.	Community need is somewhat identified and related to the project purpose and outcomes; some local data provided to support the need.	Need is not identified or is not related to the project purpose and outcomes; little to no local data provided to support the need.		
A.2	Specify the population to be served by this proposal. Provide a brief description of the potential recipients including age, ethnicity, gender, and any other relevant characteristics.	Population(s) to be served clearly identified.		Population(s) to be served not clearly identified.		
A.3	Describe the purpose and anticipated outcomes of the project proposed for funding in this application. Please identify both impacts for individuals served as well as the broader community.	Project purpose is clearly explained, and anticipated outcomes are measurable and clearly relate to project purpose.	Project purpose is explained, anticipated outcomes are not measurable or do not clearly relate to project purpose.	Project purpose not clearly explained.		
				Total Points:	[Total]	

B: MEETING THE NEED (16 total available points)
The purpose of this section is to explain how the project meets an identifiable, quantifiable community need. Describe how the project will meet the need/issue described in Section A: Need for the Project. State the anticipated number of people expected to be served.

Application Question Number	Application Question	2 Points	1 Point	0 Points	Points Awarded	Comments/Reasoning
B.1	Describe the services to be provided, and how the proposed public service activities will aid in the prevention of homelessness and/or provide housing and services to homeless individuals.	Proposed public service will directly aid in the prevention of homelessness and/or provide housing and services to homeless individuals.	Connection between proposed public service and homelessness prevention and/or responding to the needs of homeless individuals is indirect or unclear.	Proposed public service is not connected to homelessness prevention or providing housing or services to homeless individuals.		

	B: MEETING THE NEED (16 total available points) The purpose of this section is to explain how the project meets an identifiable, quantifiable community need. Describe how the project will meet the need/issue described in Section A: Need for the Project. State the anticipated number of people expected to be served.					
Application Question Number	**Application Question**	**2 Points**	**1 Point**	**0 Points**	**Points Awarded**	**Comments/Reasoning**
B.2	Explain any negative impacts of the COVID-19 pandemic on the populations served which will be addressed through the proposed project.	COVID-19 impacts and how they will be addressed through the proposed project clearly explained.		COVID-19 impacts and how they will be addressed through the proposed project not explained.		
B.3	Describe how you will provide ongoing case management to the residents served by your project. Note: Even if staff time for case management will not be funded through ARPA dollars, please explain any case management services which will be complementary to ARPA-funded direct program expenses.	Application clearly describes ongoing case management services, and how it will improve overall program outcomes.	Application somewhat describes ongoing case management services, but does not describe how case management will be connected to improved outcomes for participants.	Program does not include any case management services for program participants.		
B.4	Estimate the number of individuals and households to be served through the program requesting ARPA funds.	Estimated number of individuals and households to be assisted seems proportional to requested award amount and scope of services proposed.	Estimated number of individuals and households to be assisted seems somewhat low proportional to the requested award amount and scope of services proposed.	Estimated number of individuals and households to be assisted not at all proportional to the requested award amount and scope of services proposed.		
B.5	How do you plan to collaborate with other agencies and coordinate with other service providers to ensure efficient and impactful use of ARPA funds?	Collaborative efforts clearly described, and plan to provide coordinated services with other agencies explained.	Collaborative efforts somewhat described, and/or plan to provide coordinated services with other agencies not clearly explained.	Applicant will not be collaborating with any other agencies.		

Application Question Number	Application Question	2 Points	1 Point	0 Points	Points Awarded	Comments/Reasoning
B: MEETING THE NEED (16 total available points) The purpose of this section is to explain how the project meets an identifiable, quantifiable community need. Describe how the project will meet the need/issue described in Section A: Need for the Project. State the anticipated number of people expected to be served.						
B.6	Is the applicant currently an active member of the Beloit Area Task Force on Homelessness (BATFoH), and/or will the agency be an active member of BATFoH throughout the expenditure period? Note: Active membership is defined as agency staff having attended at least nine (9) of the past twelve (12) BATFoH meetings.	Applicant has been an active member of BATFoH for the past 12 months, and/or will maintain active membership throughout the expenditure period.		Applicant has not been and/or will not be an active member of BATFoH.		
B.7	ARPA funds must be fully expended prior to June 30, 2026. How will the applicant work with program participants to develop and maintain self-sufficiency after ARPA-funded services have ended?	Applicant has clearly explained how they will work with participants to develop and maintain self-sufficiency after ARPA-funded services have ended.	Applicant has somewhat explained how they will work with participants to develop and maintain self-sufficiency after ARPA-funded services have ended.	Applicant has not explained how they will work with participants to develop and maintain self-sufficiency after ARPA-funded services have ended.		
B.8	How will the applicant will inform the community about services to be provided by the homeless liaison(s) throughout the duration of funding?	Applicant has clearly explained specific strategies to inform the community about services available, and includes targeted outreach to Beloit's Merrill and Hackett neighborhoods	Applicant explanation of strategies to inform the community about services available somewhat unclear, and/or does not include targeted outreach to Beloit's Merrill and Hackett neighborhoods	Community outreach strategies not explained.		
				Total Points:	[Total]	

C: TIMING (6 total available points)
The purpose of this section is to demonstrate how the agency will complete the scope of services within the expenditure period. Funds should be fairly evenly distributed over the three (3) year period.

Application Question Number	Application Question	2 Points	1 Point	0 Points	Points Awarded	Comments/Reasoning
C.1	Explain how the funds will be used over the three (3) year expenditure period.	Realistic, detailed timeline provided with appropriate timing for successful execution and completion.	Timeline provided, but not enough detail provided to determine appropriateness for successful completion.	No timeline provided or timeline provided extends beyond the expenditure period.		
C.2	Explain how the agency will track and measure progress toward program goals and outcomes.	Metrics for measuring project performance clearly explained and correspond to project outcomes.	Metrics for measuring project performance somewhat explained, and/or do not clearly correspond to project outcomes.	No metrics for measuring project performance identified.		
C.3	ARPA funds must be fully expended prior to June 30, 2026. How will the applicant ensure sustainability of the program and continuity of service after ARPA funds have been expended?	Applicant has explained sustainability of the program after the expenditure period, and similar level of service will continue to be provided.	Applicant has explained sustainability of the program after expenditure period, but service levels will be reduced after ARPA funds have been expended.	Program will be eliminated after ARPA funds have been expended.		
				Total Points:	[Total]	

D: BUDGET (4 total available points)
The purpose of this section is for the applicant to provide a detailed budget identifying proposed uses of ARPA funds.

Application Question Number	Application Question	2 Points	1 Point	0 Points	Points Awarded	Comments/Reasoning
D.1	Total amount requested	Amount requested is justified by the proposal description and does not exceed maximum grant amount.		Amount requested is not justified by the proposal description or exceeds the maximum grant amount.		

	D: BUDGET (4 total available points) The purpose of this section is for the applicant to provide a detailed budget identifying proposed uses of ARPA funds.					
Application Question Number	**Application Question**	**2 Points**	**1 Point**	**0 Points**	**Points Awarded**	**Comments/Reasoning**
D.2	Provide a complete project budget including: a. Budget request per expenditure type (direct program expenses vs staff wages/benefits) b. Details regarding staff to be paid using ARPA funds c. Details regarding direct program expenses to be paid for using ARPA funds	A complete and clear project budget was provided, and all expenses listed are eligible.	Budget is somewhat unclear or requires additional clarification, but all expenses listed are eligible.	Project budget is incomplete or ineligible expenses identified.		
				Total Points:	[Total]	
	E: OTHER FUNDING (4 total available points) The purpose of this section is to identify matching funds being leveraged to carry out the proposed program. Matching funds are not required, but are encouraged. Please use this section to describe and document any other sources of investment, both public and private, in this program.					
Application Question Number	**Application Question**	**2 Points**	**1 Point**	**0 Points**	**Points Awarded**	**Comments/Reasoning**
E.1	Will ARPA funds make up 50% or more of the agency's total budget for the proposed program?	No		Yes		
E.2	Matching funds are not required. If matching funds are necessary to complete your project, outline the status of securing those funds. Projects that have funding secured will score higher than projects with "proposed funding sources."	Outside funds will be leveraged to maximize community impact, and financial need for ARPA funds is clearly identified.	Applicant is in the process of securing outside funds, and/or financial need for ARPA funds is unclear from application.	No outside funds are being leveraged, or financial need for ARPA funds not identified.		
				Total Points:	[Total]	

SECTION III. ORGANIZATIONAL CAPACITY

A: AGENCY CAPACITY (10 total available points)
The purpose of this section is to evaluate the experience the agency has with similar projects, federal/state grant funding, and any audit/other findings or concerns.

Application Question Number	Application Question	2 Points	1 Point	0 Points	Points Awarded	Comments/Reasoning
A.1	Please briefly describe your agency's background including length of time your agency has been in operation, purpose of the agency, and type of corporation. Explain why your agency is well positioned to provide this proposed activity/service.	Agency's background and expertise to provide the proposed activity/service clearly explained.	Agency's background not clearly explained, and/or expertise to provide the proposed activity/service not clearly identified.	Agency's background is not related to the proposed activity/service and agency's ability to provide the proposed activity/service not clearly explained.		
A.2	For how many years has the agency requesting funding provided services to the Beloit homeless community?	5+ years	1- 4 years	New project		
A.3	How many years of experience does the applicant have with administering federal or state grant awards? Please describe the type of grant funds received, and number of years funding has been received.	5+ years of experience successfully managing state or federal grant awards	1- 4 years of experience successfully managing state or federal grant awards, or no experience but applicant clearly explains how they will comply with ARPA program requirements.	No experience managing state or federal grant awards, and applicant does not clearly explain how they will comply with ARPA program requirements.		
A.4	Has the agency had any findings or concerns related to a financial audit or grant monitoring resulting in loss of funding in the past 5 years? If yes, explain and provide documentation that findings or concerns have been resolved.	No	Yes, but acceptable explanation provided and/or basis for complaint has been resolved (with documentation provided).	Yes		

A: AGENCY CAPACITY (10 total available points)						
The purpose of this section is to evaluate the experience the agency has with similar projects, federal/state grant funding, and any audit/other findings or concerns.						
Application Question Number	Application Question	2 Points	1 Point	0 Points	Points Awarded	Comments/Reasoning
A.5	Has the applicant received any citizen complaints or negative media exposure in the past three (3) years? If yes, explain and provide documentation that complaints have been resolved.	No, or yes but acceptable explanation provided and/or basis for complaint has been resolved (with documentation provided).		Yes, and explanation of complaint not clear and/or basis for complaint has not been resolved.		
				Total Points:	[Total]	

B: STAFFING CAPACITY (8 total available points)						
The purpose of this section is to evaluate the experience of agency staff and capacity with federal/state funding, financial management, and record-keeping.						
Application Question Number	Application Question	2 Points	1 Point	0 Points	Points Awarded	Comments/Reasoning
B.1	Identify agency staff that will be responsible to oversee implementation of this program, provide required reporting, and oversee all aspects of the project to completion.	Agency staff responsible for program implementation and compliance oversight is identified, and they have experience managing the proposed program including reporting about individuals served to funding agencies.	Agency staff responsible for program implementation and compliance oversight is identified and have experience managing the proposed program, but do not have experience reporting about individuals served to funding agencies.	Agency staff responsible for implementation and compliance oversight not identified, or staff identified does not have any experience managing the proposed program.		
B.2	Describe your financial management department. Include how your agency will account for ARPA funds and follow the federal financial requirements.	Organization's financial management infrastructure and key staff clearly identified, demonstrating organization's capacity to successfully manage the ARPA funds.	Organization's financial management infrastructure and key staff clearly identified, and will require technical assistance to establish systems for successfully managing the ARPA funds.	Organization does not provide enough information and/or does not demonstrate ability to successfully manage the ARPA funds.		

B: STAFFING CAPACITY (8 total available points)
The purpose of this section is to evaluate the experience of agency staff and capacity with federal/state funding, financial management, and record-keeping.

Application Question Number	Application Question	2 Points	1 Point	0 Points	Points Awarded	Comments/Reasoning
B.3	Identify how your agency will track and document required demographic information including (but not limited to) income, race, ethnicity, gender, address, and U.S. legal status. See NOFO for additional details regarding reporting requirements.	Applicant has a process in place for tracking and documenting demographic information required for ARPA reporting which is clearly explained in the application.	Applicant is in the process of establishing administrative systems for tracking and documenting all required demographic information, and the process to be used is clearly explained in the application.	Applicant does not have a process in place for tracking or document required demographic information, and does not clearly explain a process to be utilized.		
B.4	Did agency staff attend at least one of the ARPA program application information sessions?	Yes		No		
				Total Points:	[Total]	